

**IFB NO. 05-14**

**NOTICE OF INVITATION FOR BIDS (IFB)**

**RENOVATE PORTIONS OF BUILDING 111 FOR VDH**

**Southside Virginia Training Center**

**Petersburg, Virginia**

**Project Code No. 720-05720-011**

Sealed bids in duplicate are invited for the construction of renovations to Building 111 at Southside Virginia Training Center in Petersburg, Virginia. The project is generally described as renovations of approximately 6,174 square feet to provide a backup server location and call center site. The renovations required include architectural, HVAC, electrical, and plumbing changes.

Sealed bids will be received at the Office of Architectural and Engineering Services, Department of Mental Health, Mental Retardation and Substance Abuse Services (DMHMRSAS), Commonwealth of Virginia, 1220 Bank Street, 7<sup>th</sup> Floor, Jefferson Building, Richmond, Virginia 23219. **The deadline for submitting bids is 2:00 p.m., sharp, as determined by the Bid Officer, on January 4, 2006.** The bids will be opened publicly and read aloud beginning at 2:00 p.m. on January 5, 2006, at the same location. A Bid Bond is required.

**eVA BUSINESS-TO-GOVERNMENT VENDOR REGISTRATION:** The bidder or offeror must be a registered vendor in eVA to be awarded this contract. Bidder must include the cost of the eVA transaction fee in its bid.

Procedures for submitting a bid, claiming an error, withdrawal of bids, and other pertinent information are contained in the Instructions to Bidders, G.S. Form E&B CO-7a, which is part of the Invitation for Bids. Withdrawal due to error in bid shall be according to Section 9 of the Instructions to Bidders and § 2.2-4330, Code of Virginia. The Owner reserves the right to reject any or all bids.

A Pre-Bid Conference will be held at the Conference Room in Building 111 at Southside Virginia Training Center, Petersburg, Virginia at 10:00 a.m., local prevailing time, on Wednesday, December 14, 2005. A tour and inspection of the work at the building will be conducted immediately following the Pre-Bid Conference. Attendance at the Pre-Bid Conference and/or inspection tour shall not be mandatory for those submitting a bid.

The contract shall be awarded on a lump sum basis as follows: the Total Base Bid Amount **including any properly submitted and received bid modifications plus** such successive Additive Bid Items as the Owner in its discretion decides to award in the manner set forth in Paragraph 12 of the Instructions to Bidders. 'Notice of Award' or 'Notice of Intent to Award' will be posted on the agency's website at [www.dmhmrzas.virginia.gov/adm-RFPSAwards.htm](http://www.dmhmrzas.virginia.gov/adm-RFPSAwards.htm).

Contractor registration in accordance with Section 54.1-1103 of the Code of Virginia is required. See the Invitation for Bids for additional qualification requirements.

**DGS-30-256**

(Rev. 06/04)

The Invitation for Bids for the above project, including the drawings and the specifications containing the information necessary for bidding, may be obtained from the office of Virginia A&E, PLLC, 1115 Vista Park Drive, Forest, Virginia 24551, (434) 316-6001. No partial sets of drawings and/or project manuals will be provided.

A deposit of \$75.00 for each set of the Invitation for Bid documents will be required as a guarantee of the safe return of the documents within ten days after the bid opening. A non-refundable charge of \$50.00 per set is required for all sets requiring shipment. (Enclose separate checks for bid documents and shipping charge, if shipment required.)

Copies of the Invitation for Bids documents, including the plans and the specifications, will also be available for inspection at the following locations:

Virginia A&E, PLLC  
1115 Vista Park Drive  
Forest, VA 24551

Valley Construction News  
428 Campbell Avenue Southwest  
Roanoke, Virginia 24016

F. W. Dodge Plan Room  
2840 Electric Road, S.W., Suite 102  
Roanoke, Virginia 24018

F.W. Dodge Plan Room  
5540 Falmouth Street, Suite 101  
Richmond, Virginia 23230

The Plan Room, Inc.  
308 Turner Road, Suite D  
Richmond, Virginia 23225

Builders' Exchange  
3207 Hermitage Road  
Richmond, Virginia 23227

Valley Construction News  
904-C South High Street  
Harrisonburg, Virginia 22801

Norfolk Builders and Contractors Exchange  
1118 Azalea Garden Road  
Norfolk, Virginia 23502

Department of Minority Business Enterprise  
Attention: Program Manager  
9<sup>th</sup> Street Office Building, 11<sup>th</sup> Floor  
200 – 202 N. Ninth Street  
Richmond, Virginia 23219

OWNER: Virginia Dept. of Mental Health, Mental Retardation and Substance Abuse Services  
Office of Architectural and Engineering Services  
1220 Bank Street  
Post Office Box 1797  
Richmond, VA 23218-1797

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